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## Chris Swope

### Lansing City Clerk

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November 20, 2015

Members of the Lansing City Council  
10th Floor City Hall  
Lansing, MI 48933

Dear Councilmembers:

The Minutes from the Meetings of the following Boards, Commissions, and Authorities of the City of Lansing were placed on file in the City Clerk's Office and are available for review in the City Clerk's Office and on the City Clerk's website ([www.lansingmi.gov/clerk](http://www.lansingmi.gov/clerk)) under the heading of "Documents Placed on File."

**BOARD NAME**

**DATE OF MEETING**

City of Lansing Employees Retire System  
Police and Fire Retirement System

September 17, 2015  
September 15, 2015

If my staff or I can provide further assistance or information relative to the filing of these minutes, please contact us at 483-4131.

Sincerely,

Chris Swope, CMC, CMMC  
Lansing City Clerk

**OFFICIAL PROCEEDINGS OF THE BOARD OF  
TRUSTEES  
CITY OF LANSING  
EMPLOYEES RETIREMENT SYSTEM**

Regular Meeting  
City Council Conference Room  
10th Floor, City Hall  
Lansing, MI

September 17, 2015  
Thursday, 8:30 a.m.

RECEIVED  
2015 SEP 17 PM 12:00  
CITY CLERK

The Board met in regular session and was called to order at 8:36a.m.

Present: Dedic, Good, McIntyre , Munroe, D. Parker, M. Parker, Wood – 7

Absent: Trustee Bernero, McCaffery

Others: Karen E. Williams, Finance Department; Attorney Ken Lane, Clark Hill (representing the City Attorney's Office) Attorney Paul Novak, Milberg.

It was moved by Trustee Wood and supported by Trustee Munroe to approve the Official Minutes of the Joint Police and Fire Retirement system and the Employees' Retirement System Board Meeting of August 18, 2015.

Adopted by the following vote: 7 - 0

It was moved by Trustee Wood and supported by Trustee Munroe to approve the Official Minutes of the Employees' Retirement System Board Regular Meeting of August 27, 2015.

Adopted by the following vote: 7 - 0

There were no public comments.

Secretary's Report. 3 new member(s), 0 reinstatement(s), 0 refund(s), 0 transfers, 0 retired. Total active membership: 328. Total deferred: 70. 1 death(s), Gunars Liepins (UAW, retired 6/15/2013), died 8/22/2015, age 63, no beneficiary. Refunds made since the last regular meeting amounted to \$0.00. Retirement allowances paid for the month of August 2015, amounted to \$1,900,906.93. Total retirement checks printed for the ERS System: 915. Total Retirement checks printed for both systems: 1631. Eligible domestic relations orders received: 0. Domestic relations orders pending: 0. Eligible domestic relations orders certified: 0.

There were no requests for regular age & service retirements.

There were no requests for duty disability retirements.

**Employees Retirement System  
Regular Meeting of September 17, 2015  
Page 2**

Karen Williams reported that the non-duty disability retirement, Applicant #2015-E0827 was sent a letter requesting medical records for the Board's doctor

Karen Williams reported that Amanda Tringl, District Court has requested a refund of her accumulated contributions of \$2,976.49. She was not vested.

It was moved by Trustee Wood and supported by Trustee McIntyre to approve the request for Refund of Accumulated Contribution of Amanda Tringle, District Court, not vested for \$2,976.49.

Adopted by the following vote: 7 – 0.

It was moved by Trustee Mark Parker and supported by Trustee Munroe to excuse Trustee McCaffery from the September Meeting of the Employees Retirement System Board.

Adopted by the following vote: 7 - 0

Karen Williams reminded members of the upcoming MAPERS Fall Conference, and I.F.E.B.P. Conference registration deadlines.

Karen Williams reported that the due diligence visit to see Northern Trust and William Blair was being arranged for November 4 – 6. The Employees Retirement System Board discussed travel by train. The Retirement Office will coordinate hotel arrangement with Asset Consulting Group.

Attorney Ken Lane notified that the Employees Retirement System Board that it has its contract with Dewpoint through December 31, 2015. Attorney Lane stated the monies allocated for the contract has not been exhausted and Dewpoint services can be utilized through the end of the year, if needed.

Attorney Ken Lane also updated the Police and Fire Retirement Board regarding Tegrity's request to prepare a press release including the City of Lansing as one of its clients. Also, the request wanted to include the City of Lansing and its logo on the Tegrity website and promotional material.

Attorney Ken Lane requested a copy of the press release to be reviewed by the Retirement Boards prior to granting permission to use the City logo.

Attorney Lane indicated that Northern Trust had a hearing in early August regarding the appropriateness of the settlement amount. The Retirement Board should receive information shortly regarding the settlement.

**Employees Retirement System**  
**Regular Meeting of September 17, 2015**  
**Page 3**

Attorney Lane reviewed the amendment to the Employees Retirement System Ordinance regarding the composition of the Board. With the reconfiguration of the City Departments, it was difficult to elect trustees from separate departments. Attorney Lane explained that there was nothing in the collective bargaining agreements or within the charter to mandate that the elected officials come from three different departments. Because of the reconfigured departments, there were two trustees from one department as members of the Board, which violated the Ordinance. The amendment changed 292.04 regarding membership and terms of office; and removed the requirement that not more than one elected member shall be from any one City Department. The amendment has passed through City Council and the ERS Board is in compliance. Attorney Lane requested direction for creating the Board policy.

Trustee Wood updated the ERS Board regarding the City Council meeting and the difficulty passing the amendment. Trustee Wood reported that there was much discussion regarding the Board not being in compliance. Trustee Wood recommended reaffirmation of the votes taken since the Board became aware of not being in compliance in January 2015.

It was moved by Trustee Wood and supported by Trustee McIntyre to reaffirm all votes taken since January 22, 2015 meeting when the Board became aware of not being in compliance through the present meeting.

Adopted by the following vote: 7 – 0.

Trustee Wood committed to City Council that once a policy had been developed by the ERS Board, she would take it to Council for review. Trustee Wood stated that she would excuse herself from votes if the ERS Board decided to vote to not comply with City Council's request

Trustee Dennis Parker indicated the ERS Board policy would not be bound by City Council approval.

Trustee McIntyre requested that legal counsel provide a draft policy that members can review to ensure that employees are equally represented.

Karen Williams distributed to trustees the draft actuarial valuation for the Employees Retirement System for the year ending 12/31/2014 for review and discussion at the next meeting.

Ms. Bennett indicated that the Finance Department would also review the draft and report to the ERS Board.

Attorney Lane recommended that the ERS Board vote to maintain its 7.6% assumption rate when it votes upon the valuation.

**Employees Retirement System  
Regular Meeting of September 17, 2015  
Page 4**

Karen Williams reported that the retirement estimator is now located on the Retirement website for employee use.

Ms. Williams presented Monthly Investment Report and the Securities Lending Report for the month of August 2015.

Trustee Wood requested that Attorney Ken Lane send a letter to current Council Members who are up for elections regarding state law restrictions on accepting contributions from City of Lansing Retirement Board vendors or individuals providing service to the Boards..

Attorney Lane explained that Public Act 314 amendment that retirement system vendors cannot provide contributions to officials that would have influence or decision making regarding the City's Retirement Systems. Attorney Lane stated that would include the Mayor and City Council members.

It was moved by Trustee McIntyre and supported by Trustee Mark Parker to adjourn the Employees Retirement System Board meeting.

Adopted by the following vote: 7 – 0.

The meeting adjourned at 9:05 a.m.

Minutes approved on \_\_\_\_\_

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Angela Bennett, Secretary  
Employees Retirement System

\_\_\_\_\_  
Dennis R. Parker, Chairperson  
Employees' Retirement System

**OFFICIAL PROCEEDINGS OF THE BOARD OF  
TRUSTEES CITY OF LANSING  
POLICE AND FIRE RETIREMENT SYSTEM -  
updated**

Regular Meeting  
Council Conference Room  
10th Floor, City Hall  
Lansing, MI

September 15, 2015  
Tuesday, 8:30 a.m.

RECEIVED  
2015 NOV 19 PM 12:00  
LANSING CITY CLERK

The Board was called to order at 8:31 a.m.

Present: Trustees Fabus, Good, Rose, St. Aubin, Wood— 5.  
Absent: Trustee Bernero, Oleson, Wohlfert.

Others: Angela Bennett, Karen E. Williams, Finance Department; Attorney Ken Lane, Clark Hill Law Office (representing the Law Department).

Trustee St. Aubin requested a moment of silence in memory of fallen firefighter Dennis Rodeman.

It was moved by Trustee Fabus and supported by Trustee Wood to approve the Official Minutes of the Police and Fire Retirement System Board Meeting of August 18, 2015.

Adopted by the following vote: 5— 0

It was moved by Trustee Fabus and supported by Trustee Wood to approve the Official Joint Minutes of the Police and Fire Retirement System Board and the Employees' Retirement System Board meeting of August 18, 2015.

Adopted by the following vote: 5 — 0.

There were no public comments.

**Secretary's Report.**

0 new fire member(s), 0 new police members, 0 reinstatement(s), 0 refund(s), 0 transfers, 6 retired. Total: Active membership: 329. 1 death(s), Gloria A, Sample, Fire, died 8/17/2015, age 79, spouse of IAFF retiree. Refunds made since the last regular meeting amounted to \$0.00. Reimbursements to the System year-to-date amount to \$0.00. Retirement allowances paid for the month of August 2015 amounted to \$2,432,087.61. Total retirement checks printed for the P&F System: 716. Total retirement checks printed for both systems: 1631. Domestic relations order received: 0. Domestic relations orders pending: 0. Eligible domestic relations orders certified: 0.

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Council Conference Room  
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September 15, 2015  
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**Page Two**

It was move by Trustee Wood and supported by Trustee Rose to approve the following applicant for Regular Age & Service Retirements:

Jon F. Daniels, Fire Department, 25 years of service credits, age 50, effective October 16, 2015.

Adopted by the following vote: 5 -0

There were no requests for duty disability.

Trustee St. Aubin appointed Trustee Good to the disability subcommittee.

The Police and Fire Retirement Board recessed to allow the disability subcommittee to meet regarding the medical report for non-duty applicant #2015-P0512

The Board resumed at 8:39

Trustee Fabus reported that the disability subcommittee had met and reviewed the medical report for non-duty applicant #2015-P0512. The disability subcommittee concurred with the Medical Director's opinion and recommended approval of the non-duty disability request.

It was moved by Trustee Fabus and supported by Trustee Good to approve the Non-Duty disability of Applicant #2015 – P0512.

Adopted by the following vote: 5 – 0.

Karen Williams reminded members of the upcoming MAPERS Fall Conference and the NCPERS Public Safety Conference. Ms. Williams indicated that members who wished to attend should contact the Retirement Office.

Karen Williams indicated the retirement estimator would be placed on the website for use by employees.

There were no refunds of accumulated contributions.

Trustee St. Aubin reported that he was contacted by Trustee Oleson and Trustee Wohlfert that they would not be at the September meeting.

Regular Meeting  
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Page Three

It was moved by Trustee Wood and supported by Trustee Rose to excuse Trustee Oleson and Trustee Wohlfert from the September meeting of the Police and Fire Retirement System Board.

Adopted by the following vote: 5 - 0.

Attorney Lane reported that the City Attorney's Office was waiting for the completion of the collective bargaining process to finish the Police and Fire Retirement Ordinance.

Trustee Wood reported that the contracts which have been negotiated have been approved by City Council.

Attorney Lane indicated that Northern Trust had a hearing on August 5 regarding the appropriateness of the settlement. The Retirement Board should receive information shortly regarding the settlement.

Attorney Lane distributed the updated Frequently Asked Questions document to members for final review.

Attorney Ken Lane notified that the Police and Fire Retirement System Board that it has its contract with Dewpoint through December 31, 2015. Attorney Lane stated the monies allocated for the contract has not been exhausted and Dewpoint services can be utilized through the end of the year, if needed.

Attorney Ken Lane also updated the Police and Fire Retirement Board regarding Tegrit's request to prepare a press release including the City of Lansing as one of its clients. Also, the request wanted to include the City of Lansing and its logo on the Tegrit website.

Attorney Ken Lane requested a copy of the press release to be reviewed by the Retirement Boards prior to granting permission to use the City logo.

Karen Williams reported that Trustee Fabus Police Trustee term was nearing completion at the end of the year. Ms. Williams distributed Police and Fire Retirement System Election guidelines and a posting of the election time frames.

The Police and Fire Retirement Board discussed the due diligence visit to see Northern Trust and William Blair. Asset Consulting Group recommended November 4 -6 for the visits and the Board discussed travel by train. The Retirement Office will coordinate arrangement with Asset Consulting Group.



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Page Four

Karen Williams distributed the preliminary draft of the Police and Fire Actuarial Valuation Report for the period ending 12/31/2014 for review.

Trustee Wood requested that Attorney Ken Lane send a letter to current Council Members who are up for elections regarding state law restrictions on accepting contributions from City of Lansing Retirement Board vendors or individuals providing service to the Boards..

Attorney Lane explained that Public Act 314 amendment that retirement system vendors cannot provide contributions to officials that would have influence or decision making regarding the City's Retirement Systems. Attorney Lane stated that would include the Mayor and City Council members.

Attorney Lane updated the Police and Fire Retirement System Board regarding a request from a retiree who wished to change her pension beneficiary due to the recent Supreme Court ruling that legalizes same-sex marriages. The retiree has requested to name their spouse as their beneficiary. At the time of retirement, same-sex marriages were not legal in Michigan.

Attorney Lane reported that the Retirement Board would need to amend its policy to allow certain retirees to change their beneficiary. The Retirement Ordinance and collective bargaining agreements would not need to be changed for future retirees.

The Board discussed issues that could occur with amending its policy for certain retirees to change beneficiaries. Trustee Wood expressed concern that opening a small window for certain retirees and not others could be discriminatory.

The Police and Fire Retirement System Board requested that legal counsel provide a letter to the retiree detailing the provisions of the Ordinance, collective bargaining and its decision to maintain its current policy.

Attorney Ken Lane provided an update of his opinion regarding contract employees. Attorney Lane stated that the administration had been made aware of the issues. He also informed the Board that the Human Resources Director was reviewing information brought to her attention and working with Departments on finding permanent solutions.

Trustee Wood indicated that although the administration had been notified on paper, she inquired about the process to review existing contracts where there may be issues.

Trustee St. Aubin inquired about the Board's fiduciary responsibility to the plan.

Attorney Ken Lane opined that the Board had provided its fiduciary due diligence by making the administration aware of the problem.

Trustee St. Aubin requested that the item regarding contract employee remain on the agenda in order to receive an update of the administration's response to the issue.

Ms. Williams presented Monthly Investment Report and the Securities Lending Report for the month of August 2015.

It was moved by Trustee Rose and supported by Trustee Good to adjourn the meeting.

Adopted by the following vote: 5 – 0.

The meeting adjourned at 9:21 a.m.

Minutes approved on \_\_\_\_\_

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Angela Bennett, Secretary  
Police & Fire Retirement System

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Brad St. Aubin, Chairperson  
Police & Fire Retirement System